Sample CONTACT INFORMATION FORM

for use with the Post School Outcomes (PSO) Survey

The following information will be necessary for contacting an exiting student and/or family member to administer the Post School Outcomes Survey. Exiting students include those who have graduated with a regular diploma, left school early (i.e., dropped out, expelled, status unknown), or aged out of school. Contact information is typically found in the student's file or may be obtained by asking the student and/or family member prior to the student's exit from school. This information may be maintained in hard copy or can be entered directly into the PSO Survey web-based application, available through the ADE Common Logon: https://www.ade.az.gov/CommonLogon/logon.aspx. It is not necessary to collect any additional demographic data and/or exit reason, as this data will be extracted from SAIS based on data uploaded by your public education agency (PEA) and auto-populated into the PSO Survey web-based application. Please contact Lorrie Sheehy at the Arizona Department of Education/Exceptional Student Services via e-mail at psoinbox@azed.gov with questions.

Student Name: _____ **SAIS ID #:** _____

School Name (if > one school within a district/charter): _____

***Family Member* Name(s):** _____

Home Phone: _____ Cell Phone: _____

E-mail: _____

Address: _____

***Alternate Contact* Name:** _____

Home Phone: _____ Cell Phone: _____

E-mail: _____

Address: _____

***Student's* Phone:** _____

Home Phone: _____ Cell Phone: _____

E-mail: _____

Address: _____